

INVITATION TO BID

**Send bid proposals addressed to the City of Gaithersburg,
800 Rabbitt Road, Gaithersburg, Maryland 20878 for:**

**One (1) $\frac{3}{4}$ Ton HD Fleet Side Truck
(BID # 2004-20)**

**Will be received at 800 Rabbitt Road (Gaithersburg Public
Service Facility), Gaithersburg, Maryland until:**

**FRIDAY, JUNE 25, 2004
At 10:00am and will be opened at that time.**



INFORMATION FOR BIDDERS

1. GENERAL CONDITIONS – SEALED BIDS

Instruction forms and specifications may be obtained at Public Works, Parks Maintenance and Engineering, 800 Rabbitt Road, Gaithersburg, Maryland 20878, or by calling 301-258-6370. All bids are to be submitted on forms or in accordance with instructions issued by the City of Gaithersburg. All bids are to be submitted in sealed envelopes, either in person or by mail. Date of the bid and what it applies to should be noted on the outside of the envelope. Bids which show any omission, irregularity, alteration of forms, additions not called for, conditional or unconditional, unresponsive bids or bids obviously unbalanced may be rejected. The City reserves the right to waive formalities or technicalities in bids as the interests of the City may require.

2. SPECIFICATIONS

Specifications provide a general guide as to quality, design and equipment necessary for the vehicle to perform specific functions. Bidders must submit complete descriptive literature and specifications with the bid. The City may waive minor differences in specifications provided these differences do not effect the functions of the item being purchased.

3. PRICE

Unit price shall be on the basis of delivery to locations as indicated in the specifications. Price shall not include Federal Excise or State Sales Taxes since the City is exempt from such levies.

4. DELIVERY

State maximum time required to complete delivery of all vehicles.
(800 Rabbitt Road, Gaithersburg Maryland 20878)

5. METHOD OF PAYMENT

Payment shall be made by the City upon delivery, receipt of Certificate of Origin and acceptance of individual vehicle contracted for and submission by the Contractor of a suitable invoice.

6. WARRANTY

All vehicles shall be covered by Manufacturer's standard warranty. Any additional warranties should be clearly stated. All new vehicles must meet Federal requirements.

7. PRE-DELIVERY SERVICING

Servicing prior to delivery shall include focusing lights, proper adjustments of generator and electrical system, filling and charging of batteries, proper alignment of front wheels, filling of tires to proper air pressure, complete lubrication of chassis, engine and all running gear, filling the cooling system with water and permanent-type anti-freeze, plus other servicing normally provided by dealers before delivery of new vehicles.

8. MANUALS

The contractor shall furnish two (2) operator's handbooks for each vehicle, one service/parts manual, and if available, one (1) videotape (VHS ½ inch tape) of operation and adjustments.

9. ADVERTISING

The vehicle(s) furnished shall contain no advertising other than the manufacturer's names and/or model designation nor shall the Dealer's name be placed on the vehicle.

10. TRADE-INS

The vehicle(s) for trade-in may be inspected as noted under this Item 10 at the City's maintenance yard, by contacting Mark Scafide. Telephone (301-258-6370). The City reserves the right to retain any vehicles offered in trade. In this event, the bidders credit allowance for trade-in will be added to the purchase price of the new vehicle. The vehicle offered for trade will be on an AS IS basis, except that the City reserves the right to remove any special equipment such as two-way radios, emergency beacon lights and snow plowing accessories. The name of the City shall not be used in any advertising for the resale or disposal of any vehicle accepted as a trade-in.

11. ACCEPTANCE OR REJECTION OF BIDS

The City reserves the right to accept or reject any bid when the public interest shall be served thereby.

12. BIDDER ASSISTANCE

Any assistance rendered to the City by a bidder in the preparation of City specifications shall not provide any basis for favored treatment to such bidder in the award of this contract.

13. ADDITIONAL INFORMATION

In cases of disputes as to whether or not an item or service quoted or delivered meets specifications, the decision of the City shall be final and binding on both parties. Additional information or clarification of any of the instructions contained relative to the bid or specifications may be obtained from Mark Scafide. Telephone (301-258-6370).

CONDITIONS

1. There is to be no dealer identification attached to the new vehicles.

Each vehicle is to be serviced for operation and delivered with a certificate of origin and warranty as issued by the manufacturer. At time of delivery from dealer, each vehicle shall contain a minimum of five (5) gallons of gasoline.

2. Certification: the successful bidder or bidders will be required, upon delivery of each vehicle, to submit a certification showing that the vehicle was serviced in accordance with the manufacturer's recommended new motor vehicle preparation check sheet. This certification is to be signed by the person who serviced the vehicle, as well as the owner and/or a designated member of management.
3. All units are to be furnished complete with standard equipment and accessories, as listed in the manufacturer's printed literature. Vehicles are to conform to the latest federal and Maryland State requirements at the time of delivery.
4. This bid contains nine (9) pages. Every page is a part of the bid package, and must be submitted as part of the bid.

City of Gaithersburg

2005 ¾ Ton HD Fleet Side Truck

The intent of this specification is to cover the basic requirements of the vehicle to be purchased by the City of Gaithersburg.

Basic Unit:

2005 ¾ Ton HD Fleet Side Truck

TYPE:	Four Wheel Drive	_____
GVW:	9,200 lbs. Minimum	_____
PAYLOAD:	3795 lbs. Minimum	_____
BODY:	Regular Cab Fleet Side Body	_____
AIR CONDITION:	Yes	_____
ENGINE:	Engine Oil Cooler Diesel (300 hp @ 3000 rpm / 520 ft. lbs. Torque @ 1600 rpm) Minimum	_____
TRANSMISSION:	Allison Automatic 5 speed with overdrive HD Auxiliary Cooling (With Factory PTO Provision)	_____
REAR AXLE RATIO:	3.73 Dual rear wheel	_____
BRAKES:	4-wheel Anti – lock brakes	_____
FUEL TANK:	25 Gallon Minimum	_____

STEERING:	Power (tilt wheel)	_____
MIRRORS:	Slide Out Camper Style	_____
FLOOR:	Heavy Duty Vinyl	_____
SEATS:	Front Split Bench (Tan Vinyl)	_____
BUMPERS:	Front and Rear	_____
COLOR:	Doe skin tan (9v9 GM)	_____
INTERIOR:	Vinyl (tan)	_____
BATTERY:	Dual Batteries w/ 770C.C.A. (Per Battery)	_____
ALTERNATOR:	145 Amp. Minimum	_____
WIPERS:	Multi-speed Electric with Intermittent Action	_____
RADIO:	AM / FM	_____
CIGARETTE LIGHTER:	Yes	_____
 TIRES:	 LT215/85R16/E On – Off Road Black wall – Standard Silver Painted Wheels With Center Caps	 _____
 GAUGES:	 Oil Pressure, Tachometer And Hour Meter.	 _____
 SPECIAL EQUIPMENT:	 Heavy Duty Trailering Special Equipment (Class III Hitch and Six (6) Prong Wiring Harness (Cole Hersee #1235), Two Pivoting D Tow Rings and Two Front Tow Hooks) Snow Plow Prep Package Skid Plates	 _____

SNOW PLOW:

Boss 8' 2" Power V-Plow
RT 3 Smart Hitch, Guide Markers
Snow Deflector, Curb Guards
Steel Cutting Edge _____

TOTAL BID PRICE

2005 ¾ Ton HD Fleet Side Truck

Maximum Delivery Time (Days)

2005 ¾ Ton HD Fleet Side Truck

Trade In: One (1) 1993

One ¾ Utility Body Truck

(unit # 2409)

Date of Bid

Bid Submitted By

Printed Name

Signed Name

Date

Company Name

Address

Phone

Bid Authorized by

Printed Name

Signed Name

Date

Title